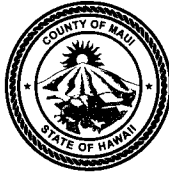


ALAN M. ARAKAWA
Mayor

WILLIAM R. SPENCE
Director

MICHELE CHOUTEAU McLEAN
Deputy Director



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COUNTY OF MAUI
DEPARTMENT OF PLANNING


OFFICE OF THE
COUNTY COUNCIL

April 7, 2016

Mr. Sananda K. Baz 
Budget Director, County of Maui
200 South High Street
Wailuku, Hawaii 96793

Honorable Alan M. Arakawa
Mayor, County of Maui
200 South High Street
Wailuku, Hawaii 96793

APPROVED FOR TRANSMITTAL



Mayor Date 4/7/16

For Transmittal to:

Honorable G. Riki Hokama
Chair, Budget and Finance Committee
Maui County Council
200 South High Street
Wailuku, Hawaii 96793

Dear Chair Hokama:

SUBJECT: FISCAL YEAR ("FY") 2017 BUDGET (BF-1)

At your Committee meeting of March 31, 2016, the Department of Planning (Department) was asked to provide details of our Department's prior fiscal years' spending and proposed FY17 spending for Professional Services.

Please note that the following information and responses relate only to Professional Services (sub-object code 6132) for Planning Administration (index code 909010).

In FY15, the Department's approved Professional Services budget was \$310,000, with a proviso that no more than \$75,000 be spent on a contract to revise Title 19. During the course of FY15, from this budgeted amount we spent approximately \$81,868 and encumbered an additional \$74,186. We deferred spending of the budgeted \$75,000 for the Title 19 project because we did not believe that amount to be sufficient for the scope that we had planned. These three amounts total \$231,054. Assuming that the encumbrances are spent in their entireties, this would leave an unspent balance of \$78,946 for FY15. These figures are listed in the table that follows, with a description of the expenditure and the contractor.

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FY15 SPENT	\$4,471	Office repairs (various contractors)
	\$48,837	Office renovations (Maui Office Machines)
	\$7,639	Hearings officer (Ret. Judge John McConnell)
	\$19,000	Process mapping (Dan Madison)
	\$1,921	Miscellaneous
FY15 ENCUMBERED	\$9,750	GIS services (ESRI)
	\$15,000	Paia parking restriping pilot project (SSFM)
	\$24,437	Sand recapture ordinance (Planning Consultants Hawaii)
	\$24,999	Lahaina historic surveys (AECOM)
FY15 DEFERRED	\$75,000	Title 19 (deferred in order to revise project scope)
FY15 TOTAL	\$231,054	Remaining balance for FY15: \$78,946

In FY16, the Department's approved Professional Services budget was \$320,000, with \$160,000 budgeted for Kahana Bay studies with a proviso requiring a one-to-one match. To date, from this budgeted amount we have spent approximately \$2,545 and encumbered an additional \$145,780. We have also issued a Request for Proposals for a Title 19 project with a revised scope from that requested in FY15; we anticipate awarding approximately \$75,000 for this contract within the next month. These three amounts total \$223,325. Assuming that the encumbrances are spent in their entirety and that the full Title 19 award is issued, this would leave an unspent balance of \$96,675 to date. These figures are listed in the table that follows, with a description of the expenditure and the contractor.

FY16 SPENT	\$1,217	Court reporter (Certified Shorthand Reporters)
	\$547	Hearings officer (Ret. Judge John McConnell)
	\$781	Miscellaneous
FY16 ENCUMBERED	\$145,780	Kahana Bay studies (Moffatt & Nichol)
FY16 PENDING	\$75,000	Title 19 "audit" (RFP pending)
FY16 TOTAL	\$223,325	Remaining balance for FY16: \$96,675

Your Committee also asked about the FY16 Professional Services budget for the Maui Redevelopment Agency's Infrastructure Integration Study. The total approved FY16 budget for the MRA, including a recent budget amendment, was \$275,000, with a proviso that \$25,000 be spent on Wailuku First Friday events. With the remaining \$250,000, the MRA has proceeded with the first steps of the "safe" component of the Clean and Safe program (estimate of \$25,000), and is in the process of procuring services for the entire program (estimate of \$175,000). The remaining balance of the MRA budget will be spent on its regular expenses, such as professional graphic design, branding, walking map, and strategic direction/visioning. The MRA will not pursue the Infrastructure Integration Study because of insufficient funding; for the FY16 budget, \$275,000 was requested for this study alone.

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For FY17, the Department has requested \$408,500 for Professional Services for Planning Administration. This request includes \$250,000 to map and designate Important Agricultural Lands; the remaining \$158,500 is for miscellaneous professional services that will be required during the year. These include court reporters for board and commission public hearings when interventions or appeals are considered; hearing officers and mediators for interventions or appeals; office repairs and renovations; and minor studies, research, training or services, such as updating socio-economic forecasts. In addition for FY17, the Department has requested \$250,000 for Maui Island Plan Redistricting (sub-object code 909030) to redesignate the State Land Use Districts for the Maui Island Plan's growth boundaries.

At your March 31, 2016 meeting, your Committee also discussed the Department's budget narrative and our performance measures. We would like to request that one of these measures be amended as follows: the last measure (goal no. 3, objective no. 2, page 524) should read "Initiate implementation of the Maui Island Plan, the Countywide Policy Plan and the community plans" and the FY17 estimate should be five actions instead of three.

Thank you for this opportunity to provide this detail. If you have any questions or require further information, please feel free to contact me.

Sincerely,



 WILLIAM SPENCE
Planning Director

WS:MCM:atw

xc: Michele McLean, Deputy Director
Jacky Takakura, Administrative Officer

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